



Consulate General of the United States of America Chennai

Dear Applicant,

This office is unable to issue your visa at this time. You have been refused a visa under U.S. Immigration and Nationality Act section 221(g) and need to present the following supplemental information. Upon receipt of your responses, we can begin processing your application. **Detailed and complete** answers will enable us to process your case quickly, while incomplete or vague answers may result in further delays to your case.

1. Name of Applicant, Passport Number. Date & Place of Birth.
2. Please list the names of all accompanying travelers. If you are traveling to U.S. as a member of a team, please list the names and passport numbers of all team members.
3. List your trip itinerary and contact information of where you will stay.
4. Advisor or contact person in the U.S., including address, phone number and email.
5. Previous U.S. visa(s), including date of issuance, expiry and classification.
6. Dates & countries of all previous travel abroad
7. Please describe your professional & academic background. Please attach a complete CV/Resume and a thorough list of publications and professional/research references.
8. If your spouse is accompanying you, please provide their complete CV/Resume, including a thorough list of publications and professional/research references.
9. Please describe your current research/professional projects in detail, plus any planned subjects of research, study or project in the US. Describe the practical applications of current & planned research or study. Assume that you are describing your work to a qualified scientist/professional in your field.
10. Provide contact information for and the subjects of any meetings scheduled in the US.
11. Your organization's goals and objectives pertaining to your visit to the US.
12. Sponsoring institutions (US or Indian) funding your travel, research or education.
13. Plans after completion of study/work (i.e., where will you live/study/work?)
14. Export License number (or if pending - Export License Application number).

- Send the above information via email to: ChennaiSAO@state.gov
- Title the email Subject line as: "Passport # -- Full Name"
(example: A1234567 -- Rao, Mani Shankar)
- Send attached documents in the "**Text Only (*.txt)**" format
- Do not send scanned documents or PDF files

BE ADVISED: We cannot process applications that are not received in the format stipulated above. In most cases, additional processing takes approximately four weeks after the receipt of your emailed response. If you have not received an answer after five weeks, please inquire about the status of your application at ChennaiSAO@state.gov.